

Address: 3810 Milwaukee St.
Madison, WI 53714
Phone: (608) 575-9293
Website: il-wis.net



Independent Living Council of Wisconsin (ILCW) Quarterly Teleconference Meeting

Monday, May 20, 2024, 10:00 A.M. – 2:00 P.M.

Tuesday, May 20, 2024, 10:00 A.M. – 2:00 P.M.

APPROVED JUNE 4, 2024

Action Items and Motion Items

A. ILCW Quarterly Action Items

- 1. Action Item:** ILCW Program Coordinator will begin a discussion regarding development of a Youth SILC at the June 5, 2024 WILN Leadership Monthly Meeting.
- 2. Action Item:** Sara Kuehn will send a copy of the Comprehensive Statewide Needs Assessment report for the Council to review following its completion.
- 3. Action Item:** Dana Raue will send ILCW Program Coordinator the announcements regarding the Family Care and The Include, Respect, I Self-Direct (IRIS) waiver comment periods.
- 4. Action Item:** ILCW Program Coordinator will send the Council the PowerPoint used at the Aging, Disability, and Independent Living (ADILN) pre-conference session.
- 5. Action Item:** Ashley Baker will confirm that the Designated State Entity (DSE) agrees with ILCW's Memorandum of Understanding (MOU) with the DSE.
- 6. Action Item:** Ashley Baker will put the MOU into the DSE's MOU template and send it to the DHS legal department for approval.
- 7. Action Item:** Ashley Baker will send ILCW Executive Director example documents of other councils' roles and responsibilities manuals.
- 8. Action Item:** ILCW Executive Director will develop a spreadsheet to be used to keep better track of attendance at full Council meetings and committee meetings.

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- 9. Action Item:** Jason Endres, ILCW Chair, will sign the 2025-2027 SPIL on behalf of the full council following approval of the Draft 2025-2027 SPIL.
- 10. Action Item:** ILCW Executive Director will meet with Julie Bergan to help her register and schedule a flight for the 2024 National Council on Independent Living (NCIL) Conference in Washington, D.C.
- 11. Action Item:** ILCW Executive Director will contact ILCW members not in attendance to determine their interest in attending the 2024 NCIL Conference in Washington, D.C.

B. ILCW Quarterly Motion Items

- 1. Motion Item:** LySandra Owens made a motion to approve the May 20-21, 2024 ILCW Quarterly Meeting agenda. Eric Riskus seconded the motion. Motion carried.
- 2. Motion Item:** Julie Bergan made a motion to approve the February 19-20, 2024 ILCW Quarterly Meeting minutes. LySandra Owens seconded the motion. Motion carried.
- 3. Motion Item:** Jackie Gordon made a motion to approve the January, February and March, 2024 ILCW Financial Reports. Randi Johnson seconded the motion. ILCW voted unanimously to approve the reports.
- 4. Motion Item:** Kyle Kleist made a motion to officially change ILCW Staff title from "Program Coordinator" to "Executive Director." Jackie Gordon seconded the motion. ILCW voted unanimously to change the staff title from "Program Coordinator" to Executive Director". Motion carried.
- 5. Motion Item:** Kyle Kleist made a motion to adjourn the ILCW May 20-21, 2024 Quarterly Meeting for the day and to reconvene Tuesday, May 21, 2024 at 10:00 A.M. Jackie Gordon seconded the motion. Motion carried.

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- 6. Motion Item:** Kyle Kleist made a motion to give the ILCW Executive Committee authority to approve the Memorandum of Understanding (MOU) with the Designated State Entity (DSE) on behalf of the full council. Julie Bergan seconded the motion. ILCW voted unanimously to grant authority to approve the MOU to the executive committee. Motion carried.
- 7. Motion Item:** LySandra Owens made a motion to approve the MOU with the DSE. Kyle Kleist seconded the motion. ILCW voted unanimously to approve the MOU with the DSE. Motion carried.
- 8. Motion Item:** LySandra Owens made a motion to table the discussion regarding approval of the Draft 2025-2027 SPIL until a Full Council meeting which will be held June 4, 2024, 2:00 P.M. – 4:00 P.M. Kyle Kleist seconded the motion. ILCW Voted unanimously to table discussion and approval of the Draft 2025-2027 SPIL until June 4, 2024. Motion carried.
- 9. Motion Item:** LySandra Owens made a motion to grant Jason Endres, ILCW Chair, authority to sign the 2025-2027 SPIL on behalf of the full Council. Kyle Kleist seconded the motion. ILCW voted unanimously to grant ILCW Chair authority to sign the SPIL.
- 10. Motion Item:** LySandra Owens made a motion to adjourn the May 20-21, 2024 ILCW Quarterly Meeting. Jackie Gordon seconded the motion. ILCW Voted unanimously to adjourn the meeting. Motion carried.

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C. Meeting Minutes

Monday, May 20, 2024

I. Welcome and Introductions, Jason Endres, ILCW Chair

ILCW Quarterly Members Present: Julie Bergan; Sara Eckland, ILCW Independent Living Center (ILC) Representative; Jason Endres, ILCW Chair; Jackie Gordon; Mary Jane Grande; Randi Johnson, ILCW Secretary; Kyle Kleist, ILCW Vice Chair; LySandra Owens, ILCW Treasurer; Eric Riskus, ILCW Vice Chair-Elect; and Tyler Wigington.

ILCW Quarterly Members Absent; Excused (*):

ILCW Ex-Officio Members Present: Dana Raue, Department of Health Services (DHS); Marcus Schmitt, Kollath CPA; Taqwanya Smith, Department of Transportation (DOT)

Guest(s): Ashley Baker, DHS, BADR; Jason Glozier, Executive Director, Wisconsin Coalition of Independent Living Centers (WCILC); and Ramsey Lee.

ILCW Staff: Tyler Wilcox, ILCW Program Coordinator

II. The meeting was called to order at 10:01 A.M. by Jason Endres, ILCW Chair

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 812 9717 3491. The meeting was also available via [Zoom](#).

III. Review and Approve May 20-21, 2024 ILCW Quarterly Meeting Agenda

- LySandra Owens made a motion to approve the May 20-21, 2024 ILCW Quarterly Meeting agenda. Eric Riskus seconded the motion. Motion carried. See Motion Item 1.

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IV. Review and Approve February 19-20, 2024 ILCW Quarterly Meeting Minutes

- Julie Bergan made a motion to approve the February 19-20, 2024 ILCW Quarterly Meeting minutes. LySandra Owens seconded the motion. Motion carried. See Motion Item 2.

V. Public Comment on the State Plan for Independent Living (SPIL) or Related to Independent Living Centers and Services

- Link to SPIL (<http://www.livebinders.com/media/get/MjQ3MTE0MDM=>)
- Ramsey Lee provided the following public comments:
 - Ramsey Lee sent information about the Kalahari Resort in Baraboo, WI to several members of the ILCW Membership Committee following a conversation at the last meeting related to accessibility concerns.
 - Public Comments are being received for the Transportation Act. Ramsey Lee and others have been working together to send an email with comments regarding the changes to the legislation. ILCW is encouraged to provide comments as well.
- Public comment period closed at 10:21 A.M.

VI. Discuss ILCW Treasurer's Report

- ILCW Finance Committee has been receiving Financial Reports monthly.
 - ILCW has drawn down all Innovation and Expansion Funds.
 - ILCW has fully expended all Part B Carryover funding.
 - Beginning April, 2024, ILCW began drawing from Part B funding.
 - ILCW has been spending fairly close to what was budgeted for the year. There are not any causes for concern at this time.
 - Future financial reports will have both a year-to-date report, and a report that includes the entire budget.

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- Jackie Gordon made a motion to approve the January, February and March, 2024 ILCW Financial Reports. Randi Johnson seconded the motion. ILCW voted unanimously to approve the reports. Motion carried. See Motion Item 3.
- ILCW Program Coordinator and LySandra Owens will work to develop the Federal Fiscal Year (FFY) 2025 budget following the May 28, 2024 meeting with the Department of Vocational Rehabilitation (DVR).
 - ILCW Program Coordinator and Kyle Kleist will be meeting with DVR to discuss an increase to ILCW's I&E funding. It is sensible to wait until that meeting is completed before beginning to work on the FFY 2025 budget.

VII. Announce Results of ILCW Officer Elections

- ILCW Program Coordinator announced the results of the FFY 2024 ILCW Officer Elections.
 - Eric Riskus was elected as Chair of ILCW.
 - LySandra Owens was elected as Treasurer of ILCW.
 - Julie Bergan was elected as Vice Chair-Elect of ILCW.
- The forms used for the ballots did not work well for the ballots. It may be necessary to make some adjustments to ensure accessibility for the FFY 2025 Officer Elections.

VIII. Discuss Progress Toward 2021-2024 SPIL Goals

- Jason Glozier provided an update on the Independent Living Centers' (ILCs') progress on the SPIL goals for which they are most responsible.
 - Currently at least 1% of the population of persons with disabilities have been served in 39 of 72 counties. This goal is in progress; ILCs have improved their outreach efforts and have been reaching more people in counties that have been difficult to reach.

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- All 8 centers have had at least 75% of their consumers successfully complete the goals in their Independent Living Plans.
 - 7 of 8 centers have had more than 80% of their consumers successfully complete their plans. Thus, they are well prepared for the FFY 2025-2027 SPIL.
- The Quality Indicators of Independent Living Services (QUILS) review has been rescheduled. The QUILS review should begin near the end of September, so that it will be completed before the end of this fiscal year and the current SPIL cycle.
- ILCW Program Coordinator discussed the goals for which ILCW is most responsible.
 - Wisconsin Independent Living Network (WILN) Retreat was held in August of 2023; the goal related to the retreat is completed. However, WILN leadership continues to meet on a monthly basis, and the network continues to work on different strategies to improve partnership and collaboration.
 - Training has increased over the second quarter of FFY 2024, and total hours for the year is similar to the total hours of training completed at this time last year (FFY 2023).
 - Council members are still making some efforts to visit their centers; however, this has been and will be more difficult because Quarterly meetings will not longer necessarily be in person.
 - Setting up 1 on 1 meetings between Council Members and ILC Executive Directors may be a good way to help everyone become more familiar with each other.
 - Council Members are also highly encouraged to go to their local ILCs and take a tour of the center.

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- Joining Wisconsin Independent Living Network (WILN) committees is also a good way to get to know more ILC staff and hear about what work the ILCs are doing.

IX. Discuss Development of Youth Council

- WILN is one of the stronger Independent Living networks in the country, but it is falling behind with regards to youth involvement. Much of the programming related to youth has been centered around Pre-Employment Transition Services and more basic youth transition.
- Developing a Youth Statewide Independent Living Council (SILC) would be a good way to get youth more involved in advocacy efforts of the IL movement.
 - Before development can begin, goals and strategies should be in place, so the Youth SILC is well supported from the start. That support will require that several questions be answered.
 - What is the ultimate role of Youth SILC; will they be developing a “Youth SPIL?”?
 - Will Youth SILC have its own officers?
 - Involvement in IL Days and other conferences will be important; a system to help youth attend those events and activities will be important.
 - Will involvement in conferences and events require scholarships?
 - Outreach strategies to find youth interested in the Youth SILC will need to be developed.
 - Identifying and monitoring youth forums will be a good way to find youth who may be interested in participating.
 - It will be important to determine if the youth SILC would be governed by ILCW Bylaws or if they should develop their own Bylaws.

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- Ultimately the Goal of the youth SILC would be to members “graduate” from the youth SILC and join ILCW as voting members.
- Development of the youth program will require a great deal of work.
 - ILCW may be able to use models that other states and SILCs have used.
 - Partnering with other agencies like Department of Public Instruction (DPI) may also help reduce some of the workload, as they may have good suggestions on how to get things started.
 - There may be grants available to help support efforts to develop a youth SILC financial.
 - Association of Programs for Rural Independent Living (APRIL) gets several grants from the Ford Foundation to help support its youth activities. Similar grants may be available from other charitable organizations and government entities.
- Current ILCW Members who wish to be involved will need to commit to the project. A committee will likely need to be developed to begin developing the structure of the youth SILC, outlining its goals, and starting the outreach process.
- The WILN Leadership group should talk about developing a youth SILC at their next meeting.
 - ILCW Program Coordinator will begin a discussion regarding development of a Youth SILC at the June 5, 2024 WILN Leadership Monthly Meeting. See Action Item 1.

X. Discuss Reports from ILCW Ex-Officio Members and Partner Organizations

- Ashley Baker, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR) provided an update for the Designated State Entity DSE.

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- Currently the DSE is in interviews for a new Program and Policy Analyst (PPA) to work with the Office for the Promotion of Independent Living (OPIL). The new PPA will be working on efforts to build more cooperation, coordination, and collaboration with councils and committees that fall under OPIL's umbrella.
- Contracts for State Fiscal Year (SFY) 2025 are in progress, they should be ready for review and signature sometime near the beginning of June of 2024. This should be enough time to make revision before the start of SFY 2025, which begins July 1, 2024.
- All those who attended the ADILN Conference are encouraged to complete the [post-conference survey](#), available on google forms. (Link: <https://docs.google.com/forms/d/e/1FAIpQLSfnFNvdJN1RCbGDA GzC1GNMJweOEBB6u5Low1rCHOa8GEbKsg/viewform>).
- A cross-council summit will be held in person, possibly hybrid, sometime in October. BADR is working on the details and will post updates as they become available.
- Sara Kuehn, Department of Vocational Rehabilitation (DVR), provided an update for DVR.
 - Under the Workforce Innovation and Opportunities Act (WIOA), each vocational rehabilitation agency must complete a needs assessment every three years. DVR's most recent was completed in 2021. They are in the process of completing the 2024 assessment.
 - The needs assessment requires DVR to release a survey and have focus groups with staff, providers, and recent and current consumers.
 - The staff focus groups and surveys are completed. Providers will have focus groups soon, and surveys have been sent to consumers.

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- Sara Kuehn will send a copy of the Comprehensive Statewide Needs Assessment report for the Council to review following its completion. See Action Item 2.
- Act 178 requires DPI, DVR, and DHS to work together to make a Competitive Integrated Employment (CIE) plan for persons with disabilities across the state.
 - The first plan was completed in 2019, and plans run on a two-year cycle. 2024 is a reporting year, and the report will be given to the Wisconsin Legislature on June 30, 2024.
 - The report will be posted to the [CIE website](#) by July 1, 2024. The CIE website is available at the following link: <https://dwd.wisconsin.gov/dvr/partners/cie/>.
 - More information regarding the CIE report and plan can be provided to the Council at a future meeting, if requested.
- Sarah Kuehn is working with her colleagues to complete a policy reorganization for DVR.
 - The DVR website is difficult to navigate both for staff and consumers.
 - Information and documents are not stored in one location, are not well labeled, and are somewhat disorganized.
 - The reorganization process is expected to take about 2 years. When it is completed, Sarah Kuehn would be willing to provide the Council with a demonstration of the new software solution and how to navigate the new organizational system.
- ILCW extends its gratitude to Sarah Kuehn for her years of service to the Council, and all the help that she has provided in that time. Although this is her last meeting in the role of DVR Ex-Officio, the Council hopes to maintain a strong relationship with her and with DVR.

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- Andrzej Walz-Chojnacki will be replacing Sarah Kuehn as the Ex-Officio DVR Representative on the Council.
- Taqwanya Smith, Department of Transportation (DOT) provided an update for DOT.
 - Changes are being made to the DOT reasonable accommodation request form to ensure that it is more accessible and easier to use.
 - The best way to find the new form is through [the forms portal on the DOT website](https://wisconsin.gov/pages/global-footer/formdocs/default.aspx#safety). (Link: <https://wisconsin.gov/pages/global-footer/formdocs/default.aspx#safety>)
 - DOT worked with Independence First to ensure that the form is more accessible. The form is intended to be used with Department of Motor Vehicles (DMV), public involvement meetings, non-drivers committee, and any other time that someone with disabilities is working with DOT.
 - DOT is in the process of converting the paper form for complaints to an online form which would look similar to the Department of Justice complaint form. More updates will be provided on this effort when they become available.
- Dana Raue, Department of Health Services (DHS) provided an update for DHS.
 - Family Care and Family Care Partnership began their waiver renewal process in January of 2023; these waivers must be renewed every 5 years.
 - DHS used comments provided by consumers and stakeholders to develop the proposal. The proposal has been sent to the Joint Finance Committee (JFC). Following their review, DHS will post the proposed changes to the waiver and open a 30-day public comment period.

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- The new waiver will have an effective date of January 1, 2024.
- The Include, Respect, I Self-Direct (IRIS) will begin the waiver renewal process this year.
 - There is a 1-year difference between the IRIS waiver renewal and the Family Care/Family Care Partnership waiver renewal.
 - DHS expects to begin accepting input regarding the IRIS waiver in June, 2024. The exact date has not been determined yet.
 - The input is not part of the public comment required by federal law; this is an additional step DHS is taking to ensure that DHS gets as much feedback as possible.
 - This also gives DHS an opportunity to make changes and adjustments at the beginning of the waiver development process rather than nearer the end.
 - Dana Raue will send ILCW Program Coordinator the announcements regarding the Family Care and the Include, Respect, I Self-Direct (IRIS) waiver comment periods. See Action Item 3.
- Kyle Kleist, ILCW Vice Chair provided an update for the Wisconsin Rehabilitation Council (WRC).
 - WRC met in person last week in Stevens Point, Wisconsin.
 - DVR is still in need of vendors for supported employment. WILN does not have the capacity to provide job development and job placement services. The ILCs do not feel they are able to provide these services currently.

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- DVR has a particular need for job coaches at this time. There are more persons with disabilities seeking competitive employment than there are job coaches available.
- For the first time since WIOA was enacted, 15% of the DVR budget both in each Workforce Development Area (WDA) and statewide has been spent on Pre-ETS.
- AgrAbility provided a presentation to WRC about their mission to help farmers with disabilities get the equipment, services, and help they need to continue running their farms.
- The Client Assistance Program (CAP) report is as follows:
 - There were 49 CAP cases.
 - 31 cases were considered “full cases.”
 - 3 complaints were about communication between DVR counselors and their consumers.
 - 6 complaints involved ILCs and were related to consumers receiving services in a timely manner.
 - 6 complaints were related to Individualized Plans for Employment (IPEs.)
 - 13 consumers had conflicts regarding Vocational Rehabilitation services to be provided.
 - 18 cases were considered “information and referral” cases from DVR.
 - 3 cases went before and Administrative Law Judge (ALJ).
 - DVR prevailed in 2 of the cases brought before an ALJ.

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- The case in which the consumer prevailed was regarding DVR paying a graduate school degree, as indicated by their IPE.
- DVR is on-track to expend of their funding by the end of the Federal Fiscal Year.
- Wisconsin Coalition of Independent Living Centers (WCILC) Executive Director is working with DVR to review the South Carolina Pre-ETS model to determine if this would be a good system for Wisconsin.
 - Schools offer most of the classes that fall under the Pre-ETS designation, so other strategies are also being investigated.
 - There is a possibility of offering classes for those who are not eligible for DVR but would still benefit from Pre-ETS.
- Jason Glozier, Executive Director WCILC provided an update for WCILC.
 - There may be some grant opportunities becoming available through the Disability Inclusion Fund. This would be used to improve Black, Indigenous, and other People of Color (BIPOC) engagement and bolster Diversity, Equity, and Inclusion (DIE) efforts across the state.
 - ILCs have an equity road map but have not had funding available to perform the activities and initiatives outlined in the road map.
 - The grants would also help improve the ILCs' ability to work with persons who are justice involved, disconnected from other services, and those who want to re-enter the workforce.

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- Jason Glozier will be meeting with Alisia Reinhard from the DPI who works with Wisconsin Community on Transition (WiCOT) and County Communities on Transition (CCOT). The focus on the meetings was developing a comprehensive pre- and post-transition service structure.
- Jason Glozier and ILCW Program Coordinator presented at the Aging, Disability, and Independent Living (ADILN) pre-conference. They ran a 3-hour session discussing how to build partnerships with community partners and how we can better focus on community living across the state.
 - Several Council Members were unable to join the pre-conference session because they were attending a cross-conference summit.
 - ILCW Program Coordinator will send the Council the PowerPoint used at the Aging, Disability, and Independent Living (ADILN) pre-conference session. See Action Item 4.

XI. Discuss Title Change for the ILCW Program Coordinator

- ILCW Program Coordinator's title should be changed to Executive Director, given the scope of work and responsibilities of that position.
 - Kyle Kleist made a motion to officially change ILCW Staff title from "Program Coordinator" to "Executive Director." Jackie Gordon seconded the motion. ILCW voted unanimously to change the staff title from "Program Coordinator" to Executive Director". Motion carried. See Motion Item 4.

XII. Adjourn for the Day to Reconvene Tuesday, May 21, 2024 at 10:00 A.M.

- Kyle Kleist made a motion to adjourn the ILCW May 20-21, 2024 Quarterly Meeting for the day and to reconvene Tuesday, May 21, 2024 at 10:00 A.M. Jackie Gordon seconded the motion. Motion carried. See Motion Item 5.

Meeting Adjourned at 2:03 P.M.

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Tuesday, May 21, 2024

XIII. Welcome and Introductions, Jason Endres, ILCW Chair

ILCW Quarterly Members Present: Julie Bergan; Sara Eckland, ILCW Independent Living Center (ILC) Representative; Jason Endres, ILCW Chair; Jackie Gordon; Randi Johnson, ILCW Secretary; Kyle Kleist, ILCW Vice Chair; and LySandra Owens, ILCW Treasurer.

ILCW Quarterly Members Absent; Excused (*): Ann Belisle; Mary Jane Grande*; Eric Riskus*; Martha Siravo*; Tyler Wigington*.

ILCW Ex-Officio Members Present: Dana Raue, Department of Health Services.

Guest(s): Ashley Baker, Department of Health Services (DHS), Bureau of Aging and Disability Resources (BADR); Jason Glozier, Executive Director, Wisconsin Coalition of Independent Living Centers (WCILC); and Ramsey Lee.

ILCW Staff: Tyler Wilcox, ILCW Executive Director

XIV. The meeting was called to order at 10:00 A.M. by Jason Endres, ILCW Chair

- The meeting was available via teleconference by calling (312) 626-6799 with meeting ID: 812 9717 3491. The meeting was also available via [Zoom](#).

XV. Review and Approve New Memorandum of Understanding (MOU) with Designated State Entity (DSE)

- The DSE Representative was not available for this discussion.
 - The next full council meeting will not be held until after the start of the State Fiscal Year; the new MOU should go into effect at the start of the State Fiscal Year, July 1, 2024.

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- Kyle Kleist made a motion to give the ILCW Executive Committee authority to approve the Memorandum of Understanding (MOU) with the Designated State Entity (DSE) on behalf of the full council. Julie Bergan seconded the motion. ILCW voted unanimously to grant authority to approve the MOU to the executive committee. Motion carried. See Motion Item 6.
- Ashley Baker will be taking over as DSE representative. The MOU seems appropriate, provided it adheres to the DSE assurances.
 - It would be appropriate for the council to approve the MOU at this time, with the understanding that some changes may be needed following legal review.
 - Following approval by the full Council, the MOU will need to be put into the DSE's MOU template and then sent to the legal department for approval.
 - LySandra Owens made a motion to approve the MOU with the DSE. Kyle Kleist seconded the motion. ILCW voted unanimously to approve the MOU with the DSE. Motion carried. See Motion Item 7.
 - Ashley Baker will confirm that the Designated State Entity (DSE) agrees with ILCW's Memorandum of Understanding (MOU) with the DSE. See Action Item 5
 - Ashley Baker will put the MOU into the DSE's MOU template and send it to the DHS legal department for approval. See Action Item 6.

XVI. Discuss ILCW Member Roles and Responsibilities as Presented by LySandra Owens, ILCW Treasurer or Designee

- LySandra Owens presented a slide show that reviewed roles and responsibilities of Council members.
 - Each council member is expected to be a member of at least one committee.

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- Currently, several council members do not regularly attend committee meetings and/or are not members of a committee.
- There is a vote for ILCW officers every year; Council members should think about what positions are opening, and whether they would be interested in filling that role.
- There are several updates for the Bylaws being considered. Absenteeism has been problematic; several committees have been unable to meet because they could not reach a quorum. Several Council members are also not members of any committees.
 - Rather than updating the Bylaws, developing a document which outlines Council and Committee member and liaison responsibilities. The document would be subject to annual review.
 - Updating Bylaws yearly can be burdensome.
 - Several other councils have a similar document.
 - Ashley Baker will send ILCW Executive Director example documents of other councils' roles and responsibilities manuals. See Action Item 7.
- Many councils use an attendance tracking spreadsheet to keep track of which meetings members are attending.
 - ILCW Executive Director will develop a spreadsheet to be used to keep better track of attendance at full Council meetings and committee meetings. See Action Item 8.

XVII. Discuss Draft 2025-2027 State Plan for Independent Living

- ILCW Executive Director made several updates based on feedback received during the public comment period.
 - Most changes were not substantial, and were made to fix typographical errors, correct stylistic choices, and make statements clearer.

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- Indicator 3.3.3 was added at the request of the Statutory Council on Blindness (SCOB) to include language that specifically requires outreach efforts be directed to disability groups such as those with blindness/low vision, deaf/hard of hearing, neurodiverse disabilities, etc.
- The amendment to the 2021-2024 SPIL had a provision that provided \$25,000 of Part B funding to WCILC.
 - ILCW provided this funding because they were having difficulty spending. However, the Council has increased its activity over the past two years and is on track to fully expend its funding in the Federal Fiscal Year 2024.
 - ILCW is entitled, per the 1973 Rehabilitation Act, to take up to 30% of the State's Part B funding. ILCW is not currently taking that amount. However, ILCW is considering hiring a staff person to help perform administrative activities for the Council. It would need additional funding to accomplish this goal.
 - The \$25,000 in Part B funding was provided to help fund IL Days, the WILN Retreat, QUILS reviews and other similar activities.
 - Costs related to these activities have increased over the past year, so additional funding is necessary to continue these activities.
- Several parties are not available for this discussion. Some historical perspective is missing. It may be a good idea to table this discussion and call a meeting to speak specifically about the Draft 2025-2027 SPIL. However, due to the timing of that meeting, action must be taken that day.

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- LySandra Owens made a motion to table the discussion regarding approval of the Draft 2025-2027 SPIL until a Full Council meeting which will be held June 4, 2024, 2:00 P.M. – 4:00 P.M. Kyle Kleist seconded the motion. ILCW Voted unanimously to table discussion and approval of the Draft 2025-2027 SPIL until June 4, 2024. Motion carried. See Motion Item 8.
- LySandra Owens made a motion to grant Jason Endres, ILCW Chair, authority to sign the 2025-2027 SPIL on behalf of the full Council. Kyle Kleist seconded the motion. ILCW voted unanimously to grant ILCW Chair authority to sign the SPIL. See Motion Item 9.
 - Jason Endres, ILCW Chair, will sign the 2025-2027 SPIL on behalf of the full council following approval of the Draft 2025-2027 SPIL. See Action Item 9.

XVIII. Discuss Development of Conference Attendance Document

- This discussion was tabled until the August 19-20, 2024 ILCW Full Council meeting.

XIX. Discuss ILCW Conference Attendance

- Jackie Gordon would like to attend the National Council on Independent Living (NCIL) conference but needs to double-check her schedule.
- Julie Bergan would like to attend the 2024 NCIL Conference.
 - ILCW Executive Director will meet with Julie Bergan to help her register and schedule a flight for the 2024 National Council on Independent Living (NCIL) Conference in Washington, D.C. See Action Item 10.
- ILCW Executive Director will contact ILCW members not in attendance to determine their interest in attending the 2024 NCIL Conference in Washington, D.C. See Action Item 11.

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XX. Discuss and Review Updates Provided by ILCW Program Coordinator

- ILCW Executive Director provided updates to the full Council via email.
 - ILCW Executive Director met with the lead programmer/owner of Adage Source, the company that programs and distributes the database software that the Wisconsin ILCs use. There is not a CILS First specifically designed for Statewide Councils on Independent Living (SILCS), but there are some ways that ILCW could use the software to better integrate with the ILCs. There will need to be more discussion regarding what would work best for ILCW and the Wisconsin Independent Living Network (WILN).
 - WCILC invoiced ILCW for the remainder of the Part B Carryover. The \$10,000 has been both fully drawn down through reimbursements and fully expended.
 - ILCW has fully drawn down FFY 2024 Innovation and Expansion funds. Grant Enrollment, Application and Reporting Systems (GEARS) reports will start requesting reimbursements from ILCWs Part B funding.
 - As of May 13, 2024, the Administration on Community Living (ACL) has not approved ILCW's 2023 Program Performance Report (PPR).
 - Mary Jane Grande is the newest voting member of ILCW, her term began March 6, 2024.
 - Dana Raue will be the new ILCW Ex-officio member representing the Department of Health Services, her term began April 4, 2024.

XXI. Discuss and Review Updates Provided by ILCW Committee Chairs

- Jason Endres, ILCW Chair, reported ILCW Executive Committee has no new information which has not already been discussed at the May 20-21, 2024 Quarterly Meeting.

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- Kyle Kleist, ILCW Vice Chair, provided a report for the ILCW SPIL Committee.
 - ILCW SPIL committee has been having difficulty meeting quorum.
 - ILCW is ahead of most other states with regards to the progress they have made with SPIL development.
- Randi Johnson, ILCW Secretary, provided an update for the ILCW Membership Committee.
 - Ramsey Lee's application has been sent to the Governor's Office of Appointment. His paperwork is in progress.
 - After Ramsey Lee becomes a member, ILCW will need one more member to have a full council.
- LySandra Owens, ILCW Treasurer, did not have any additional information regarding the ILCW Finance Committee to report following the Treasurer's report approved May 20, 2024.

XXII. Adjourn

- LySandra Owens made a motion to adjourn the May 20-21, 2024 ILCW Quarterly Meeting. Jackie Gordon seconded the motion. ILCW Voted unanimously to adjourn the meeting. Motion carried. See Motion Item 10.

Meeting Adjourned at 1:38 P.M.